

# Academic Affairs and Standards Council Minutes

## May 14, 2008

**PURPOSE:** The purpose of the Council is to provide direction for the College president in all matters included in academic affairs, including course outlines, award requirement, academic standards, course and program components, and the inventory of course and program offerings.

### **PRESENT:**

#### **Voting Members:**

Betsy Ingram-Diver	Chair and Liberal Arts & Sciences Division Representative
Candace Barnack	Vice President of Academic Affairs
Hanna Erpestad	Interim Dean of Liberal Arts & Sciences
Mike O'Mara	Industrial Division Representative
Kent Richards	Technology Division Representative

#### **Others:**

Damon Kapke	MSCF Member
Tom Tonkin	Interim Dean of Business and Industry

### **MINUTES:**

#### **1. Approval of Minutes – April 2, 2008**

On motion of K. Richards, seconded by M. O'Mara, the minutes of April 2, 2008, were unanimously approved as written.

#### **2. Curriculum Proposals**

**233** ALTH 1440, Medical Ethics and Law. Added college-wide outcome (Critical Thinking). Approved.

**234** Building Construction Technology, Diploma Program Planner. Revised planner by removing course COMM 1602 and replacing with course COMM 1601. Approved.

#### **3. Anticipated Proposals – Dean Update**

At this time, there are no new proposals for discussion.

#### **4. Official Curriculum Course Outline Form – Revised**

The changes to the “Student Code of Conduct” statement was approved and the “Student Success Day” statement was approved pending the revision of the new correct language drafted on May 2, 2008, by the “Student Success Day” committee. The language should read as follows: *4. Student Success Day. This semester, Student Success Day will be on \_\_\_/\_\_\_/\_\_. All Students are strongly encouraged to participate in Student Success Day activities.* B. Ingram-Diver will expedite the replacement of the form for the Web and she will email faculty with the site.

## 5. Chair for Liberal Arts & Sciences Curriculum Committee – 2008 Fall Semester Only

B. Ingram-Diver discussed the need for an instructor to fill in as chair of the Liberal Arts & Sciences Curriculum Committee while she is on sabbatical leave during the 2008 Fall Semester. K. Richards has agreed to fill in as the official interim chair of the Liberal Arts & Sciences Curriculum Committee.

**The next AASC meeting will be held Wednesday, June 4, 2008, at 2:00 p.m. in Room S1913.**

### MEMORANDUM

**TO: Academic Affairs and Standards Council**

**DATE: May 14, 2008**

**RE: Curriculum Proposals**

**The following new proposals are being submitted to Academic Affairs and Standards Council for approval:**

- \* = presented to AASC for approval**
- > = approved and forwarded to President Nelson**
- % = not approved and forwarded to President Nelson**
- < = returned to Division**
- ^ = proposal withdrawn from process**
- # = change in class size**
- @ = tabled until next meeting**

	<b>COURSE ID/TITLE OR PROPOSAL</b>	<b>CREDITS (LEC/LAB/OJT HRS)</b>	<b>EXPLANATION</b>	<b>CLASS SIZE</b>
233*>	ALTH 1440 Medical Ethics and Law	1 (1/0/0)	Adding college-wide outcome.	30
234*>	Building Construction Technology, Diploma Program Planner		Revise planner.	